

ज्ञापांक:- 226/22

दिनांक:- 06/04/22

प्रतिलिपि:-

- 1) सभी विभागाध्यक्षों से अनुरोध है कि अपने अधीनस्त चिकित्सकों/शिक्षकों का **e-PAR (SPARROW System)** द्वारा मूल्यांकन प्रतिवेदन ऑनलाईन आलेखन कर भेजने हेतु **NIC** पर **E-mail Id** बनाया जाना है। अतः संलग्न विहित प्रपत्र साफ एवं स्पष्ट अक्षरों में भरकर अद्योहस्ताक्षरी कार्यालय को यथाशीघ्र समर्पित करेंगे।
- 2) डा० रामाकान्त प्रसाद सह-प्राध्यापक सह प्रभारी(प्रशासन) औषधि विभाग, श्री कृष्ण चिकित्सा महाविद्यालय, मुजफ्फरपुर को सूचनार्थ प्रेषित।
- 3) बरसर/लेखापाल, श्री कृष्ण चिकित्सा महाविद्यालय, मुजफ्फरपुर को सूचनार्थ प्रेषित।



प्राचार्य

श्री कृष्ण चिकित्सा महाविद्यालय

Vioy
6/4/22 मुजफ्फरपुर

पत्रांक-2/एम०-09/2022-

बिहार सरकार
स्वास्थ्य विभाग

प्रेषक,

शैलेश कुमार,
सरकार के उप सचिव।

सेवा में,

प्राचार्य/अधीक्षक,
सभी चिकित्सा महाविद्यालय एवं अस्पताल, बिहार।
सभी क्षेत्रीय अपर/उप निदेशक, स्वास्थ्य सेवाएँ, बिहार।
सभी असैनिक शल्य चिकित्सक-सह-मुख्य चिकित्सा पदाधिकारी, बिहार।

पटना, दिनांक / /2022

विषय : बिहार स्वास्थ्य सेवा संवर्ग एवं बिहार दन्त सेवा संवर्ग के चिकित्सा पदाधिकारियों का पी०ए०आर० ePAR (SPARROW System) के माध्यम से ऑनलाईन आलेखन के संबंध में।

महाशय,

उपर्युक्त विषयक, गृह विभाग (आरक्षी शाखा), बिहार, पटना के ज्ञापांक-2262, दिनांक-07.03.2022 की छायाप्रति संलग्न करते हुए निदेशानुसार कहना है कि बिहार प्रशासनिक सेवा एवं बिहार पुलिस सेवा के पदाधिकारियों के तरह बिहार स्वास्थ्य सेवा एवं बिहार दन्त सेवा संवर्ग के चिकित्सा पदाधिकारियों का भी कार्य निष्पादन मूल्यांकन प्रतिवेदन ePAR (SPARROW System) के तहत ऑनलाईन आलेखन की व्यवस्था शीघ्र लागू किया जाना है।

2. उक्त के आलोक में कहना है कि जिलों/क्षेत्रीय कार्यालयों में पदस्थापित/कार्यरत चिकित्सा पदाधिकारियों का NIC पर व्यक्तिगत e-mail आई०डी० बनाये जाने हेतु जिलों में पदस्थापित/कार्यरत DIO से सम्पर्क स्थापित कर आवश्यक कार्रवाई किया जाना सुनिश्चित किया जाय एवं कृत कार्रवाई की सूचना विभाग को उपलब्ध कराई जाय।

अनुलग्नक-यथोक्त।

विश्वासभाजन,

ह० / -

(शैलेश कुमार)

ज्ञापांक-2/एम०-09/2022-431(2)

पटना, दिनांक- 30 / 03 /2022

प्रतिलिपि : माननीय मंत्री, स्वास्थ्य विभाग के आप्त सचिव/अपर मुख्य सचिव, स्वास्थ्य के आप्त सचिव/सचिव/अपर सचिव/संयुक्त सचिव/निदेशक प्रमुख को सूचनार्थ एवं आवश्यक कार्यार्थ प्रेषित।

प्रतिलिपि : सभी प्रमंडलीय आयुक्त, बिहार/सभी जिला पदाधिकारी, बिहार/सभी जिलों में कार्यरत NIC के प्रभारी पदाधिकारी/DIO को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित।

प्रतिलिपि : निदेशक प्रमुख (प्रशासन), स्वास्थ्य सेवाएँ, बिहार, पटना से अनुरोध है कि विभाग स्तर पर पदस्थापित/कार्यरत बिहार स्वास्थ्य सेवा/दन्त सेवा संवर्ग के चिकित्सा पदाधिकारियों का ePAR आलेखन के संबंध में आवश्यक कार्रवाई हेतु विभागीय आई०टी० मैनेजर से सम्पर्क स्थापित कर आवश्यक कार्रवाई हेतु सभी चिकित्सा पदाधिकारियों का निदेश देने की कृपा की जाय।

प्रतिलिपि : आई०टी० मैनेजर, स्वास्थ्य विभाग, बिहार, पटना को विभागीय वेब-साईट पर अपलोड करने हेतु प्रेषित।

सरकार के उप सचिव।

Government of India
Department of Information Technology, MCIT
NATIONAL INFORMATICS CENTRE

Application for Bulk E-Mail Account Creation for a complete domain/ a group of users

(Please read the instructions given in the reverse of this page. The completed application form, duly signed by the concerned Project Coordinator/HOD of the concerned NIC Cell, should be submitted to Support Center at "INOC, NIC, A4B2 Bay, A-Block C.G.O. Complex"). Please use CAPITAL LETTERS.

1. Name of the Applicant*: _____
 (Dr./Mr./Ms. First name Middle Name Surname)
2. Designation*: _____
3. Min./Dept./Org*: _____
4. Address for correspondence*: _____
 _____ City: _____ Pin Code: _____
5. Telephone Number: (O)* _____ (R) _____ Mobile*: _____
6. NIC E-mail address of the applicant*: _____

This is to declare that all the users listed along with this application form have been notified about the terms and conditions and they agree to abide by them. I shall be the single point of contact in case of any failure on their part. I have read the terms and conditions and I agree to abide by them.

Signature of Competent
 Authority of the Department
 with date and seal

Signature of the Applicant
 with date and seal

Account Category:

Free/ Paid

If free, on What Basis: _____

If paid, Project No. : _____

Signature of NIC Coordinator/HOD/Delegated Admin
 with date and seal

Name & Designation: _____
 E-mail and Tel. _____

FOR OFFICE USE

<u>Billing Division(RR Section):</u>	
File Number:	
Payment Processed: Yes/ No	Signature
<u>User ID Creation:</u>	
Assigned login ID: _____	Domain: _____
Remarks(BO/PO): _____	Signature of iNOC incharge
	Signature of the Operator
	Name & Desig.:

* Entries are mandatory and need to be filled.

List* of user names and/or designations in the format given next page are to be provided along with application form.

Tick one category only*:

a) Name based Email id(s)

b) Designation/Official Position based Email id(s)

For Name based Email id(s), a list of user names in the following format is to be supplied along with the application form. To enable faster/error free data entry following table may be provided in the format of an Excel Sheet(.XLS Or .XLSX) along with the hardcopy.

*First name	*Last Name	*Designation	* Ministry /Department	*State	*Mobile NO. (10 Digit Numerals)	*Date of Retirement / Completion of Contract (Contractual employees/ Consultants) (Format DD-MM-YYYY)	*Preferred Email Id/Login ID**	Date of Birth (Format DD-MM-YYYY) Optional
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* Entries are mandatory and need to be filled.

**The login id(s) will be generated based on the existing e-mail address policy. A suffix may be added to make the e_mail id unique across the domain. Please check the policy

https://mail.nic.in/docs/NIC_Policy_on_format_of_e-mail_Address.pdf

Delegated Admin control can be provided to the organization on request, if it has minimum 200 existing email accounts.

E-MAIL TERMS AND CONDITIONS

- Users are requested to keep the given userid and password a secret.
- Please change your password at least once in every three months.
- By not doing so (point no. 1 & 2 above) the account may be compromised by hackers and the hacker can use the same account for sending spurious mails on the accounts behalf. **NIC is neither responsible nor accountable for this type of misuse of the compromised mail accounts. Gross misuse might be detected by automated monitoring tools, which in turn will automatically deactivate the account.**
- Do not open any attachments unless, it has come from a known source. In fact delete those mails which are not relevant to you and still you have received them. They might contain a virus that will corrupt your computer.
- Users are requested to install the personal firewall software to secure their machine and e-mail traffic.
- Users are requested to install the Antivirus software with latest pattern update periodically and OS patches in their system.
- If using Outlook, Outlook Express, Mozilla Firefox on Microsoft WINDOWS, please apply the appropriate patches announced by the Microsoft/ Mozilla from time to time.
- NIC is not responsible for the contents that are being sent as part of the mail. The views expressed are solely that of the originator.
- NIC e-Mail Service is provided over secure channels only. WEB interface can be accessed over HTTPs(port 443), POP service is over POP3s(port 995),IMAP service is over IMAPs(port 993) and SMTP service is over SMTPs(port 465). Users are required to suitably modify the client software settings to use the service. Please check the FAQ at: <https://mail.nic.in/docs/POP.pdf>
- By default accounts will be given access over WEB only(<https://mail.gov.in>). If user wants access over POP/IMAP, he/she has to send the request for the same to support@gov.in. For security reasons either POP or IMAP will be allowed. NIC recommends use of IMAP.
- NIC will take all possible measures to prevent data loss, however, due to unforeseen technical issues, if the same happens, NIC cannot be held responsible.
- User is responsible for his/her data. In case he/she accidentally deletes data, he/she will not ask NIC to restore it.
- Individuals are responsible for saving email messages as they deem appropriate. Messages will be automatically purged from folders as follows:
 - Trash - 7 days
 - ProbablySpam - 7 days
- NIC account will be deactivated, if not used for 90 days.
- Email id will be deleted after a period of 9 months from the date of deactivation if no request for activation is received.
- Contact our 24x7 support if you have any problems. Phone 24360088/24360084 or you can send mail to support@gov.in
- Please note that advance payment is a must for paid users.
- NIC will not share the details of Email Accounts and Email Addresses with anyone unless authorized by Competent Authority of the Department.**

This is to declare that I have read the terms and conditions and I agree to abide by them.

Signature of the Applicant
with date and seal